

**City of Dublin
Youth Advisory Committee
2017-2018 Youth Mini Grant Request for Proposals**

General Information

A. Qualifications

1. Youth benefiting from or involved with the project must include at least 75% Dublin residents who are of middle or high school age.
2. Organization/Club must have an adult sponsor.
3. Organization/Club must be based within the City of Dublin.

B. Proposal

The proposal must be no longer than two and a half pages, double-spaced. The proposal should include the following:

1. A brief description of your organization.
2. Describe the project and how it will benefit Dublin youth.
3. Describe what the funds/grant will be used for.
4. Explain what proof will be given to the Youth Advisory Committee that funds were used as proposed.
5. Should a grant have been awarded, in the past, to the same organization, a brief review of how the money was spent and how it benefited the group needs to be highlighted in this year's presentation.

C. Submission

The application and proposal will be accepted starting Monday, October 16, 2017 at 8:00 AM through Friday, November 3, 2017, ending at 5:00 PM. *Early applications are encouraged. Applications will be disqualified if not received by the deadline and/or the qualifications or proposal does not meet the criteria.*

Three ways to submit an application and proposal:

1. Email to lisa.mcpherson@dublin.ca.gov
2. Mail:

Shannon Community Center
Youth Advisory Committee
Attention: Lisa McPherson
11600 Shannon Avenue, Dublin CA, 94568

3. Submit the application packet in-person at the Shannon Community Center

D. Presentation (*limited to five minutes*)

Selected applicants will be notified on November 17, 2017, to present their proposal at the Youth Advisory Committee December 6, 2017 meeting, between 7:15-8:00 PM. A youth member or members along with the Adult Sponsor of the organization or club must conduct the presentation.

City of Dublin Youth Advisory Committee
2017-2018 Youth Mini Grant Application
The application and proposal will be accepted until
Friday, November 3, 2017 at 5:00 PM
Early applications are encouraged.

Application Form

Name of Organization/Club: _____

Organization Address: _____

City/Zip: _____ Phone: _____

Primary Contact Person (Name & Title): _____

Phone: _____ Email: _____

Adult Sponsor (Name & Title): _____

Phone: _____ Email: _____

Amount Requesting: _____

Number of People in Organization: _____

Percent of Dublin Youth Participants: _____

Did the Youth Organization/Club receive granting funding in the past? ___ Yes or ___ No
If yes, please explain how the funding from the Youth Mini Grants was used, if the goals were met, and the impact on the program?

I have reviewed the proposal and to the best of my knowledge the funds requested from the City of Dublin will be used to provide the services described in this Request for Proposal. I also attest that the above-named organization/club have not received a grant from the City of Dublin within the past year.

Adult Sponsor (Signature): _____ **Date:** _____